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STATE OF MARYLAND DEPARTMENT OF GENERAL SERVICES MARYLAND CAPITOL POLICE

Notification of Hearing

To:		Name and Rank		 Assiç	gnment			
1.	In a <u>Ann</u>	In accordance with the Law Enforcement Officers Bill of Rights (Public Safety Article, ' 3-101 to ' 3-113, Annotated Code of Maryland), you are hereby notified that your hearing will be conducted as follows:						
	Date	e	Time	Place				
2.	The	The Hearing Board will be composed of:						
	Cha	Chairman						
	Board Member			Board Member				
3.	The	The charges will be presented by:						
4.	Righ	Rights, responsibilities, procedures:						
	a.	a. You are entitled to select an attorney to represent you or you may select any other competent person, including another employee of this Agency or of any employee organization to act as your representative.						
	b.	b. If you elect to be represented at the hearing, you must notify the Chairman of the Hearing Board and the prosecutor of the name, address and telephone number of your representative. Space has been provided for this information on form MCP 184.						
	C.	You must return a copy of the completed form MCP 184 to the chairman of the Hearing Board at least ten calendar days before the hearing date.						
	d.	d. You must provide the prosecution with a list of all witnesses and a copy of all documents and items that will be entered into evidence on your behalf at least ten calender days before the hearing date. The prosecutor will likewise provide you with the same information, documents and items. A copy of form MSP 184, Notification of Evidence/Document Receipt Form is attached to facilitate this exchange.						
	e.	e. All proceedings before the Hearing Board will be recorded.						
	f.	f. For a further and more detailed explanation of your rights and the procedures to be followed, you should refe to Chapter 5, of the MSP Administrative Manual and the Law Enforcement Officers Bill of Rights.						
	Signature (Rank and I.D.#) of Hearing Board Chairm			man	Date			
I here	eby ac	knowledge receipt of this Notif	fication of Hearing] .				
	Sigr	nature (Rank and I.D.#) of Acc	cused	Date	Time			
Witne	ess			_				

Distribution:

- 1. Completed copies, along with one copy of form MCP 184 prepared by the prosecution will be sent by the hearing board chairman to the accused=s commander.
- 2. After the accused had acknowledged receipt of this form by his signature, the accused=s commander will send the original to the Chairman of the Hearing Board, a copy to the prosecutor, and give the accused a copy (with the form MCP184 attached).